



US Environmental Protection Agency Office of Pesticide Programs

Funding Opportunity Announcement Request for Proposals: EPA-OPP-08-001

Pesticide Environmental Stewardship Program (PESP)
Regional Grants

January 17, 2008

Funding Opportunity Announcement

Pesticide Environmental Stewardship Program (PESP) Regional Grants

Overview Information

The following list provides key information concerning this funding opportunity:

Federal agency and office name: Environmental Protection Agency (EPA), Office of Prevention, Pesticides and Toxic Substances (OPPTS), Office of Pesticide Programs (OPP)

Funding opportunity title: Pesticide Environmental Stewardship Program (PESP) Regional Grants

Funding Opportunity Number: EPA-OPP-08-001

Announcement Type: Initial Announcement

Catalog of Federal Domestic Assistance (CFDA) number: 66.714

Dates: Proposal packages must be received no later than March 17, 2008 (See Section IV for additional information on the submission process).

Brief Description: EPA's Office of Pesticide Programs (OPP), in coordination with the EPA Regional Offices, announces the availability of approximately \$1,005,000 (\$502,600 in fiscal year 2007 carryover and approximately \$502,000 fiscal year 2008 monies) for assistance agreements to further the pesticide risk reduction goals of the Pesticide Environmental Stewardship Program (PESP). Proposed projects should address implementation of integrated pest management approaches that reduce the risks associated with pesticide use in an agricultural or non-agricultural setting and demonstrate the importance and relevancy of the project to the goals of PESP. Eligible applicants include the 50 States, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, any territory or possession of the United States, any agency or instrumentality of a State including State universities, and all federally recognized Tribes. The Agency anticipates funding approximately twenty (20) projects, two per EPA Region, with a maximum funding level of \$50,500 per project. The project period of performance is limited to two years. Awards will be made by EPA's Regional Offices with funding and direction from EPA's Office of Pesticide Programs.

I. Funding Opportunity Description

A. Authority

EPA expects to award assistance agreements under the authority provided in Section 20 of the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA, 7 U.S.C. 136r) which authorizes the Agency to issue assistance agreements for research, public education, training, monitoring, demonstration and studies. Regulations governing these assistance agreements are found at 40 CFR part 31 for States. In addition, the provisions in 40 CFR part 32 governing government wide debarment and suspension; and the provisions in 40 CFR part 34 regarding restrictions on lobbying apply. All costs incurred under this program must be allowable under the applicable OMB Cost Circulars: A-87 (States). Copies of these circulars can be found at <http://www.whitehouse.gov/omb/circulars/>. In accordance with EPA policy and the OMB circulars, as appropriate, any recipient of funding must agree not to use assistance funds for

lobbying, fund-raising, or political activities (e.g., lobbying members of Congress or lobbying for other Federal grants, assistance agreements or contracts). See 40 CFR part 34.

B. Program Description

1. Purpose and scope.

The Pesticide Environmental Stewardship Program (PESP) Regional Grants will provide financial assistance to eligible applicants to carry out projects that address pesticide risk reduction, integrated pest management (IPM), IPM in schools, children's health issues related to pesticides, and those research methods for documenting IPM adoption or the reduction of risks associated with changes in pesticide use. Proposed projects should have defined outcomes that can quantitatively document their environmental, human health, or community impacts. Awards will be made by EPA's Regional Offices with funding and direction from EPA's Office of Pesticide Programs.

2. Activities to be funded.

EPA specifically seeks to build IPM capacities or to evaluate the feasibility of new IPM approaches (i.e., innovative approaches and methodologies that reduce the risks associated with pesticide use). Examples of activities that may be funded include:

- Development and demonstration of new or innovative reduced-risk IPM techniques and tools that address critical pest management needs on commercial farms, schools, or daycare establishments;
- Monitoring implementation of reduced-risk IPM techniques and tools;
- Development and utilization of measures to determine and document progress in pesticide risk reduction;
- Investigation of methods for establishing IPM as an environmental management priority, establishing prevention goals, developing strategies to meet those goals, and integrating the ethic within both governmental and non-governmental institutions of the State or region;
- Initiation of projects that test and support: innovative techniques for reducing pesticide risk or using pesticides in a way to reduce risk, and innovative application techniques to reduce worker and environmental exposure;
- Research, development, monitoring, public education, training, demonstration, or study projects focusing on IPM for specific pests.

3. Goals and objectives.

EPA intends that recipients will use funding provided under this Pesticide Environmental Stewardship Program (PESP) Regional grants program to help:

- With critical pest management needs and in adopting reduced-risk IPM programs.
- Measure and document the effects of using the reduced-risk IPM programs on the environment, human health and community.

4. History.

The goal of the Pesticide Environmental Stewardship Program is to reduce the risks associated with pesticide use in agricultural and non-agricultural settings in the United States. Since 1996, EPA's Office of Pesticide Programs, in coordination with the EPA Regions, has published similar solicitations, awarding approximately \$500,000 annually to eligible State and tribal entities for projects supporting pesticide risk reduction. This announcement provides the procedures and requirements for submitting proposals for the fiscal year 2007 carryover and 2008 monies. A list of projects funded since fiscal year 1998 and their proposals may be obtained at http://epa.gov/PESP/regional_grants.htm or from your Regional PESP Coordinator.

5. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs.

- Linkage to EPA Strategic Plan/GPRA Architecture. These assistance agreements will support EPA Strategic Plan Goal 4, Healthy Communities and Ecosystems; Objective 4.1: Chemical, Organism and Pesticide Risk; Program/Project 09 – Categorical Grant: Pesticide Program Implementation.
- Outcomes. Through the expected agreements, EPA expects to work with States and tribes to: (i) reduce risks from exposure to pesticides through implementation of proven reduced risk approaches to pest management; (ii) increase use of reduced-risk IPM programs; and (iii) achieve quantitative and qualitative benefits to human health, environment and communities due to adoption of reduced-risk IPM.
- Outputs. The anticipated outputs of the expected agreements may include: (i) educational and outreach materials; (ii) pest management plans that include reduced-risk IPM program components; and (iii) training for producers and technical service providers.

II. Award Information

This announcement provides the procedures and requirements for submitting proposals. The total amount available for award during this funding cycle is approximately \$1,005,000 (\$502,600 in fiscal year 2007 carryover and approximately \$502,000 fiscal year 2008 monies). The Agency anticipates awarding up to approximately twenty projects, two per EPA Region, with a maximum funding level of \$50,500 per project. The project period of performance is limited to two years.

EPA's Regional Offices will award funding in the form of assistance agreements according to FIFRA Section 20. Selection of projects will be based on the criteria established in this announcement. If awards are in the form of cooperative agreements, there will be substantial involvement between the EPA Project Officer and the selected applicants in the performance of the work supported. While EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement would be:

- close monitoring of the successful applicant's performance to verify the results proposed by the applicant;
- collaboration during performance of the scope of work; and
- review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

EPA reserves the right to make additional awards under this announcement if additional funding materializes, and consistent with Agency policy. Any additional selections for awards will be made no later than four months after the original selection decisions.

EPA reserves the right to reject all proposals and make no awards under this announcement, or make less awards than anticipated. EPA reserves the right to partially fund proposals/applications by funding discrete activities, portions, or phases of the proposed project. If EPA decides to partially fund the proposal/application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion thereof, was evaluated and selected for award, and that maintains the integrity of the competition and the evaluation/selection process.

III. Eligibility Information

1. Eligible applicants. Eligible applicants include the 50 States, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, any territory or possession of the United States, any agency or instrumentality of a State including State universities, and all federally recognized tribes.
2. Cost sharing/matching. Cost sharing is not required.
3. Threshold eligibility information. To be eligible for funding consideration, eligible applicants must meet all of the following criteria by the time of proposal submission. Failure to meet the following criteria will result in the automatic disqualification of the proposal. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination. Applicants that meet the criteria will undergo the technical and programmatic review described in Section V.
 - Applicants eligible to receive funding under this announcement, including the 50 States, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, any territory or possession of the United States, any agency or instrumentality of a State including State universities, and all federally recognized tribes.
 - Projects must be for research (applied), development, monitoring, public education, training, demonstrations, or studies.
 - Projects must take place in one or more of the states within the EPA Region to which the proposal is being submitted (For example, a proposal submitted to EPA Region 2 must take place in New York, New Jersey, Puerto Rico, and/or the Virgin Islands.)
 - The maximum funding level requested for a project must not exceed \$50,500.
 - The proposed project period of performance must not exceed two years.
 - Applications must substantially comply with the submission instructions and requirements set forth in Section IV of this announcement. Where page limitations are established, pages in excess of the page limitation will not be reviewed.
 - Applications received (if application is made electronically through Grants.gov) or postmarked (if application is mailed to the appropriate EPA Regional Office) after the published closing date will be returned to the sender without further consideration.

IV. General Application Instructions

Applicants must submit a complete, detailed application to include all of the documents described in Section A below, in the sequential order shown. Additional guidance on completing the documents is available through EPA's Office of Grants and Debarment (<http://www.epa.gov/ogd/>). Applications that do not substantially comply with all submission instructions and requirements set forth in Section IV of this announcement will be rejected. Applications received (if made electronically through Grants.gov) or postmarked (if mailed) after the closing date will be returned to the sender without further consideration. All applications must be complete and eligible for award considerations at the time of submission.

Applicants may choose to submit application packages either hard copy (paper) format or electronically thru Grants.gov. Please use only *one* method. Applications may not be submitted directly to the EPA contact persons via email. Instructions for both forms of submission follow.

Instructions for Hard Copy Submissions:

Applicants submitting hard copy must submit two complete packages including all of the documents identified in *Section IV (A)* of this announcement along with a copy as an MSWord, PDF or WordPerfect file on CD. Proposals must be sent through regular mail, express mail, or courier to the Regional PESP Coordinator listed in *Section VII* for the region where the applicant is proposing to perform the project.

Hard Copy Application Submission Deadline: Complete applications must be postmarked no later than March 17, 2008.

Instructions for Electronic Submissions:

The electronic submission of your proposal package must be made by an official representative of your institution who is registered with Grants.gov and authorized to sign applications for Federal assistance. For more information, go to <http://www.grants.gov> and click on "Get Registered" on the left side of the page. *Note that the registration process may take a week or longer to complete.* If your organization is not currently registered with Grants.gov, please encourage your office to designate an Authorized Organization Representative (AOR) and ask that individual to begin the registration process as soon as possible.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on the "Apply for Grants" tab on the left side of the page. Then click on "Apply Step 1: Download a Grant Application Package and Instructions" to download the PureEdge viewer and obtain the application package and instructions for applying under this announcement using Grants.gov. You may retrieve the application package and instructions by entering the Funding Opportunity Number, EPA-OPP-08-001, or the CFDA number (CFDA 66.714), in the space provided. Then complete and submit the application package as indicated. You may also be able to access the application package by clicking on the button "Application" at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page, go to <http://www.grants.gov> and click on the "Find Grant Opportunities" button on the left side of the page and then go to "Search Opportunities/Browse by Agency" feature and then go to "EPA opportunities").

Electronic Application Submission Deadline: Your organization's AOR must submit your complete application electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than March 17, 2008.

A. Application Materials

The following forms and documents are required under this announcement:

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF424A)
3. EPA Key Contacts Form 5700-54
4. Assurances for Non-Construction Programs (SF-424B)
5. Grants.gov Lobbying Form
6. EPA Form 4700-4 – Pre-award Compliance Review Report
7. Project Narrative – prepared as described below
8. Budget Narrative Attachment Form (Budget Detail)
9. Disclosure of Lobbying Activities (SF-LLL), if applicable
10. Appendix A - Timetable
11. Appendix B – Resumes
12. Appendix C – Financial support

The application package must include all of the following materials:

1. Standard Form (SF) 424, Application for Federal Assistance.
Complete the form. There are no attachments. Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.
2. Standard Form (SF) 424A – Budget Information for Non-Construction Programs.
Complete the form. There are no attachments. The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A. If indirect costs are included, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22. If indirect costs are requested, a copy of the Negotiated Indirect Cost Rate Agreement must be submitted as part of the application package (See instructions for document 10 below).
3. Standard Form (SF) 424B – Assurances for Non-Construction Programs
Complete the form. There are no attachments.
4. Grants.gov Lobbying Form – Certification Regarding Lobbying
Complete the form. There are no attachments.
5. EPA Form 5700-54 – Key Contacts Form
Complete the form. There are no attachments. If additional pages are needed, attach these additional pages to the electronic application package by using the "Other Attachments Form" in the "Optional Documents" box. (See Application Preparation and Submission Instructions below for more details.)

6. EPA Form 4700-4, Pre-Award Compliance Review Report.
Complete the form. There are no attachments.

7. Project Narrative

The attached document must be typewritten, double-spaced with minimum 1 inch horizontal and vertical margins. (If submitting by printed hard copy, use 8.5 x 11 inch paper). Pages must be numbered in order starting with the cover page and continuing through the appendices.

All project proposals must be 12 double spaced pages or less. All project narratives must contain the following information in the sequential order shown:

Cover Page (page 1). The cover page must list the following information with your letterhead:

- EPA docket ID number: EPA-HQ-OPP-08-001
- Project Title:
- Project Coordinator:
- Organization Name and Address:
- Telephone No.: Fax No.: Email Address:
- Project Duration (including Starting Date and Ending Date):
- First Year Funding Request:
- Second Year Funding Request, if applicable:
- Total Funding Request (for the entire project):
- Indicate if this proposal is for new activities connected with a previously EPA funded project. If yes, please provide the following:
 - EPA Assistance Number: _____
 - Budget Period of Project: _____

Executive Summary (page 2). Stand-alone document, recommended not to exceed one page. It must concisely explain the objectives, outputs, and outcomes of the proposed project. It must also include an assurance that the eligibility factors, as listed in Section III Eligibility Information, are addressed in the proposal.

Proposal Narrative (10 pages recommended). Includes Parts I - X as identified below.

Part I. Project title. Descriptive project title.

Part II. Project description and objectives.

- Purpose Statement: One sentence description of what will be accomplished as a result of the project.
- Objectives: Identify the key factors or achievements necessary to the success of your project.
- Rationale: Describe the current situation and the critical needs identified. Why is the project important at this time? Address any barriers that may limit the effectiveness of your program.
- Project Activities: What tools, events, technologies, processes or actions need to be developed or performed in order to accomplish the project objectives? Describe the target audience and geographic area intended for this project, and how you will encourage participation by these groups. Provide evidence of stakeholder participation in the project.

Part III. Background information. Explain the current state of knowledge in the area of the proposed project. This may be in the form of a literature review or a summary of collective activities. If your organization has received previous Federal funding on related efforts, please provide the agency/organization name and project number/identification, current status, and agency contact with e-mail address and telephone number.

Part IV. Resources. What human resources, potential collaborators and/or existing networks do you offer to increase possibility of project success? Please state the role these people or organizations will play in the project.

Part V. Performance Measures and Expected Outcomes and Outputs. Describe what will be different as a result of this project. Explain how will you measure improvements to human health, the environment, and/or community. Describe how do you intend to track and measure your progress towards achieving the expected project outputs and outcomes, including those identified in Section I of this announcement.

All project proposals need to explain how the proposed project addresses the following items:

- How the project actively involves stakeholders.
- The applicant's history of working with stakeholders on pesticide risk reduction projects.
- The scope of the project. For example:
 - for agricultural and turf projects, the number of acres impacted by the project;
 - for school, daycare, or structural IPM projects, the number of people impacted by the project;
- The direct or surrogate measures of benefits to the environment and human health from the use of the reduced-risk IPM tools and techniques in the project. Direct measures identify actual environmental changes occurring from IPM programs. For example: benefits to water and/or air, soil quality, applicator and worker health, community.
In contrast, surrogate measures identify changes in strategies or behavior that should lead to environmental changes. For example: an increase in the percentage of growers using an IPM technique.
- Projects must be for research (applied), development, monitoring, public education, training, demonstrations, or studies.

Part VI. Outreach. Describe how the project will be promoted to ensure project information and outcomes are clearly presented and reach the intended audience. The submitted proposal should describe a variety of methods for education and information dissemination, and will not only rely on an Extension bulletin, research article, or presentation at a conference as the primary outreach activity. Projects are encouraged to use hands-on workshops, field tours, discussion groups, and other methods to encourage learning and adoption/information dissemination/replicability.

Part VII. Sustainability. Describe how the project efforts may continue after EPA funding ends. Describe to the greatest extent possible how information and outcomes from the project may be useful to other locales, commodities, or other audiences.

Part VIII. Budget. In addition to Form 424A, provide a narrative on how resources will be spent.

Part IX. Environmental Results Past Performance. Submit a list of federally funded assistance agreements that your organization performed within the past three years (no more than five agreements, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not. In evaluating applicants under this factor in Section V (Application Review Information), EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from the EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available environmental results past performance information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

Part X. Programmatic Capability. Submit a list of federally funded assistance agreements similar in size, scope and relevance to the proposed project that your organization performed within the past three years (no more than five agreements, and preferably EPA agreements) and describe whether, and how, you were able to successfully complete and manage those agreements including submitting acceptable final technical reports under the agreements. In evaluating applicants under this factor in Section V (Application Review Information), EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

In addition, provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

8. Budget Narrative Attachment Form – Detailed Itemized Budget
Complete the form. If submitting electronically, prepare the Detailed Itemized Budget and attach by clicking on “Budget Narrative Attachment Form” and then “Add Mandatory Budget Narrative.”

Management Fees: When formulating budgets for proposals/applications, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicants cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance

agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

9. SF-LLL - Disclosure of Lobbying Activities.
Complete the form if your organization is involved in lobbying activities.
10. Appendix A: Timetable.
Provide a timetable that details each project object.
11. Appendix B: Resumes.
Provide brief resumes (not to exceed two pages) of the major project participants.
12. Appendix C: Financial Support.
Provide a list of the current and pending financial support for the project leaders.

If submitting electronically, use the "Other Attachments Form" in the "Optional Documents" box.

Documents 1-3 listed under Application Materials in Section IV of the announcement above should appear in the "Mandatory Documents" box on the Grants.gov "Grant Application Package" page.

For documents 1 and 2, click on the appropriate form and then click "Open Form" below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click "Save." When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, "Move Form to Submission List." This action will move the document over to the box that says, "Mandatory Completed Documents for Submission."

For document 3, you will need to attach electronic files. Prepare your project proposal as described in Section IV.A.3 of the announcement and save the document to your computer as an MS Word or PDF file. When you are ready to attach your proposal to the application package, click on "Project Narrative Attachment Form," and open the form. Click "Add Mandatory Project Narrative File," and then attach your proposal (previously saved to your computer) using the browse window that appears. You may then click "View Mandatory Project Narrative File" to view it. Enter a brief descriptive title of your project in the space beside "Mandatory Project Narrative File Filename;" the filename should be no more than 40 characters long. If there other attachments that you would like to submit to accompany your proposal (e.g., the appendixes described at the end of Section IV.A.3 of the announcement), you may click "Add Optional Project Narrative File" and proceed as before. When you have finished attaching the necessary documents, click "Close Form." When you return to the "Grant Application Package" page, select the "Project Narrative Attachment Form" and click "Move Form to Submission List." The form should now appear in the box that says, "Mandatory Completed Documents for Submission."

Once you have finished filling out all of the forms/attachments and they appear in one of the "Completed Documents for Submission" boxes, click the "Save" button that appears at the

top of the Web page. It is suggested that you save the document a second time, using a different name, since this will make it easier to submit an amended package later if necessary. Please use the following format when saving your file: "Applicant Name – FY08 – Assoc Prog Supp – 1st Submission" or "Applicant Name – FY 08 Assoc Prog Supp – Back-up Submission." If it becomes necessary to submit an amended package at a later date, then the name of the 2nd submission should be changed to "Applicant Name – FY08 Assoc Prog Supp – 2nd Submission."

Once your application package has been completed and saved, send it to your AOR for submission to U.S. EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the "Application Filing Name" box, your AOR should enter your organization's name (abbreviate where possible), the fiscal year (e.g., FY08), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the "Grant Application Package" page, your AOR may submit the application package by clicking the "Submit" button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact Grants.gov for assistance by phone at 1-800-518-4726 or email at support@grants.gov.

If you have not received a confirmation of receipt from EPA (*not from support@grants.gov*) within 30 days of the proposal deadline, please contact your Regional PESP Coordinator listed in Section VII (Agency Contact). Failure to do so may result in your application not being reviewed.

Awards involving the collection of environmental data will be subjected to the requirements of a Quality Assurance Project Plan (QAPP) and will require coordination with the Regional PESP Coordinator listed in Section VII (Agency Contact). A QAPP is not required at the time of submittal.

- B. Coalitions. Groups of two or more eligible applicants may choose to form a coalition and submit a single application for this assistance agreement. However, one entity must be responsible for the grant. Coalitions must identify which eligible organization will be the recipient of the cooperative agreement, and which eligible organization(s) will be sub-awardees of the recipient. Sub-awards or sub-grants must be consistent with the definition of that term in 40 CFR Parts 30.2(ff) and 31.3. The recipient must administer the cooperative agreement, is accountable to the EPA for proper expenditure of the funds and reporting, and will be the point of contact for the coalition. As provided in 40 CFR Parts 30.2(gg) and 31.3, sub-recipients or sub-grantees are accountable to the recipient or grantee for proper use of EPA funding.

Coalitions may not include for profit organizations that will provide services or products to the successful applicant. For profit organizations are not eligible for sub-awards. Any contracts for services or products funded with EPA financial assistance must be awarded under the competitive procurement procedures of 40 CFR Parts 30 and 31. The regulations also contain limitations on consultant compensation. Applicants are not required to identify

contractors or consultants in the proposal. Moreover, the fact a successful applicant has named a specific contractor or consultant in the proposal EPA approves does not relieve it of its obligation to comply with competitive procurement requirements or consultant compensation limitations.

- C. **Intergovernmental Review.** This program is excluded from coverage under Executive Order 12372.
- D. ***Funding restrictions.*** EPA grant funds may only be used for purposes set forth in the assistance agreement, and must be consistent with the statutory authority for the award. Assistance agreements funds may not be used to match funds for other federal grants, lobbying or intervention in federal regulatory or adjudicatory proceedings. In addition, federal funds may not be used to sue the Federal government or any other governmental entity. All costs identified in the budget must conform to applicable Federal Cost Principles contained in OMB Circular A-87; A-122; and A-21 as appropriate.
- E. ***Confidential Business Information.*** In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. EPA will evaluate confidential claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(2) prior to disclosure.
- F. ***Pre-proposal/Application Assistance and Communications:*** In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications/ proposals. However, EPA will respond to questions in writing from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement.

V. Application Review Information

Each application that meets the eligibility requirements set forth in Section III will be subjected to a technical and programmatic review. The following criteria will be used in the evaluation process:

1. *Review and selection process.*

All application packages received will be reviewed by the EPA Regional PESP Coordinator in the Region to which the package is submitted. The EPA Regional PESP Coordinators will determine if the applications submitted to their Region meet threshold eligibility criteria established in Section III. Application packages that meet the threshold eligibility criteria will be evaluated a panel convened by each EPA Regional PESP Coordinator against the selection criteria described below. Each proposal will be rated on the applicant's ability to meet each criterion listed, then will sum the ratings for each proposal, 100 being the highest attainable rating. After all proposals are reviewed and ratings are summed, each person will number the proposals in priority order of the highest ranking (100 points maximum) to the lowest. The review panel will consider rankings and comments, funding availability, as well as their own evaluation of the

proposals against the selection criteria listed below, and then develop a list of top rated proposals. The panel will then recommend to the Selection Official which proposals should be funded. The top two proposals from each of the ten EPA Regions will be funded.

2. Selection Criteria. Each eligible proposal will be evaluated according to the criteria set forth below. Applicants should directly and explicitly address these criteria as part of their application package submittal. Each proposal will be rated under a points system, with a total of 100 points possible.
 - a. Clearly Stated Objectives (Short term outcomes). Under this criterion, applicants will be evaluated based on the following:
 - Extent to which the project objectives are clearly stated and consistent with the pesticide risk reduction goals of PESP. (5 points)
 - Extent to which the objectives increase implementation of reduced-risk IPM programs. (5 points)
 - Extent to which the objectives tell how human health, the environment and community will be improved. (5 points)
 (Total = 15 points)
 - b. Critical Pesticide Risk Reduction Need (Situation). Under this criterion, applicants will be evaluated based on the following:
 - Extent to which the project clearly addresses critical pest management need(s). (5 points)
 - Extent to which the proposal explains the importance of the project to a target group. (5 points)
 (Total = 10 points)
 - c. Project Design/Management (Activities and Participation). Under this criterion, applicants will be evaluated based on the following:
 - Extent to which the budget and timetable accurately reflect the objectives. (5 points)
 - Extent to which the project builds upon or considers lessons learned from existing efforts, or build upon other significant activities. (5 points)
 - Extent to which the project integrates reduced-risk products or IPM tools and techniques. (5 points)
 - Extent to which the workplan commits to providing regular project reports including progress on measurement. (5 points)
 (Total = 20 points)
 - d. Programmatic Capability (Technical experience). Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account the following factors:
 - its staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the project. (5 points)
 - its past performance in successfully completing federally funded projects similar in size, scope and relevance to the proposed project within the last three years, and whether it submitted acceptable technical reports under these agreements. (5 points)
 - its organizational experience and plan for timely and successfully achieving the objectives of the project. (5 points)

In evaluating applicants under this factor, EPA will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance history (ii above) will receive a neutral score of 2.5 points for this element of this factor.
(Total = 15 points)

- e. Environmental Results Past Performance). Under this criterion, applicants will be evaluated based on the following:
 - The extent to which they adequately documented and/or reported on their progress towards achieving the expected results (e.g., outcomes and outputs) under Federally funded assistance agreements performed within the last three years, and if such progress was not being made whether the applicant adequately documented and/or reported why not. In evaluating applicants under this factor, EPA will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance reporting history will receive a neutral score of 2.5 points for this factor.
(Total = 5 points)
- f. Project Performance Measurement/Outcomes (Medium and Long-term outcomes). Under this criterion, applicants will be evaluated based on the following:
 - Extent to which the project results in an increased use of reduced-risk products and/or IPM programs to address the identified critical pest management needs. (5 points)
 - Extent to which the project includes identified direct or surrogate measures of benefits to the environment and human health (i.e. benefits to water and/or air, soil quality, applicator and worker health, community) that show results from the use of the reduced-risk products or IPM program and that can be tracked throughout the project. (10 points) Direct measures identify actual environmental changes occurring with IPM program adoption. In contrast, surrogate measures identify changes in strategies or behavior that contribute to environmental changes.
 - Extent to which the measures assess the impact of the project (i.e., number of acres of crops affected by an agricultural project or the number of school children affected by an IPM in schools project). (5 points)
 - Extent to which the project includes methods for tracking and measuring the applicants progress towards achieving the expected project outcomes and outputs including those identified in Section I. (5 points)
(Total = 25 points)
- g. Outreach and Transferability. Under this criterion, applicants will be evaluated based on the following:
 - Extent to which the project includes the meaningful involvement of partner organizations and local stakeholders to achieve transfer of reduced-risk IPM tools and techniques. (5 points)

- Extent to which the results of the project will be disseminated to others. (5 points)
(Total = 10 points)

VI. Award Administration Information

1. Award Notices. The EPA Regional PESP Coordinators will email acknowledgement to applicants upon receipt of the application. Once all of the applications have been reviewed, evaluated, ranked and selected, applicants will be notified of the outcome of the competition. A listing of the successful proposal will also be posted on the PESP website (http://www.epa.gov/PESP/regional_grants.htm) after all award recipients are notified.

EPA reserves the right to negotiate a decrease in the total amount of available funding, partially fund proposals, and reject all proposals and make no awards.

2. Successful applicants will be required to develop and submit for approval a Quality Assurance Project Plan (QAPP), if the proposed project generates environmental data. The QAPP must be approved by the Regional Quality Assurance/Quality Control Office before the generation of any environmental data may begin. For more information, go to http://www.epa.gov/quality/qa_docs.html. The EPA Regional PESP Coordinators may assist successful applicants in developing an acceptable QAPP.
3. Administrative and national policy requirements. The award and administration of these assistance agreements will be governed by the Uniform Administrative Requirements for Grants and Cooperative Agreements to states, tribes, and local governments set forth at 40 CFR part 31. In addition, the provision in 40 CFR part 32, governing government-wide debarment and suspension, and the provisions in 40 CFR part 40 regarding restrictions on lobbying, apply.

All costs incurred under this program must be allowable under the applicable OMB Cost Circular A-87. Copies of this circular can be found at <http://www.whitehouse.gov/omb/circulars/>. In accordance with the EPA policy and the OMB circular, any recipient of funding must agree not to use assistance funds for fund-raising, or political activities such as lobbying members of Congress or lobbying for other federal grants, cooperative agreements, or contracts. See 40 CFR part 34.

4. Reporting Requirements. Funding recipients must complete project activity report(s) as required by the EPA Regional PESP Coordinator. Applicants must provide a final project report at the end of the grant period (within 90 days after the close of the project period). Project activity reports must address the status of all objectives and activities outlined in the project (including measures), a statement of impacts, and incurred project expenses.
5. Dispute resolution process. Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in the Federal Register of January 26, 2005 (40 CFR Parts 30 and 31)(FRL-7863-3), which can be found at: <http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/>

[pdf/05-1371.pdf](#). Copies of these procedures may also be requested by contacting the EPA contact listed under section VII.

VII. Agency Contact

If you have questions or need additional information regarding this announcement, please contact your appropriate EPA Regional PESP Coordinator:

Region I (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont), Andrea Szylvian, 1 Congress St Ste 1100 (CPT), Boston, MA 02114-2023. Telephone: (617) 918-1198; e-mail: szylvian.andrea@epa.gov

Region II (New York, New Jersey, Puerto Rico, Virgin Islands), Audrey Moore, 2890 Woodbridge Ave (MS-500), Edison, NJ 08837-3679. Telephone: (732) 906-6809; e-mail: moore.audrey@epa.gov

Region III (Delaware, Maryland, Pennsylvania, Virginia, West Virginia, District of Columbia), John Butler, 1650 Arch St (3WC32), Philadelphia, PA 19103-2029. Telephone: (215) 814-2127; e-mail: butler.john@epa.gov

Region IV (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee), Patricia Livingston, 61 Forsyth St SW, Atlanta, GA 30303-8960. Telephone: (404) 562-9171; e-mail: livingston.patricia@epa.gov

Region V (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin), Heather Anhalt, 77 W Jackson Blvd (DT-8J), Chicago, IL 60604-3507. Telephone: (312) 886-3572; e-mail: anhalt.heather@epa.gov

Region VI (Arkansas, Louisiana, New Mexico, Oklahoma, Texas), Eugene Thilsted, 1445 Ross Ave Ste 1200 (6PD-P), Dallas, TX 75202-2733. Telephone: (214) 665-2782; e-mail: thilsted.eugene@epa.gov

Region VII (Iowa, Kansas, Missouri, Nebraska), Heather Duncan, 901 N 5th St (WWPDPEST), Kansas City, KS 66101. Telephone: (913) 551-7640; e-mail: duncan.heather@epa.gov

Region VIII (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming), Jaslyn Dobrahner, 999 18th St Ste 300 (8P-P3T), Denver, CO 80202-2466. Telephone: (303) 312-6252; e-mail: dobrahner.jaslyn@epa.gov

Region IX (Arizona, California, Hawaii, Nevada, American Samoa, Guam), Karen Heisler, 75 Hawthorne St (CMD-1), San Francisco, CA 94105, Telephone: (415) 947-4240; e-mail: heisler.karen@epa.gov

Region X (Alaska, Idaho, Oregon, Washington), Sandra Halstead, WSU-IAREC, 24106 N. Bunn Road, Prosser, WA 99350. Telephone: (509) 786-9225; e-mail: halstead.sandra@epa.gov

EPA Headquarters Contact:

Frank Ellis, EPA Office of Pesticide Programs, 1200 Pennsylvania Avenue, NW (7511P), Washington, DC 20460. Telephone: (703) 308-8107; e-mail: ellis.frank@epa.gov.

List of Subjects:

Environmental Protection, Pesticide Environmental Stewardship Program, PESP, Grants, Pesticides, Pest Management.